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12 MAR 1973

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Office of Personnel Report - Week Ending
9 March 1973

1. New Handbook on Contract Personnel: The Headquarters Regulations and Handbook on contract personnel have been authenticated. The only issue remaining is the proper classification of several Agency forms included in the Handbook. This matter should be resolved shortly and the package will then be ready for printing and distribution.

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2. Commo Recruitment: [REDACTED] of the Office of Communications joined [REDACTED] at the Third Annual Technician Placement Project held at Tulsa, Oklahoma on 8 and 9 March. This project, sponsored by the Oklahoma Technical Society, brings together graduating students in various technologies from many technical schools in the Oklahoma area. [REDACTED] concentrated on interviewing electronic technicians with specialized military experience.

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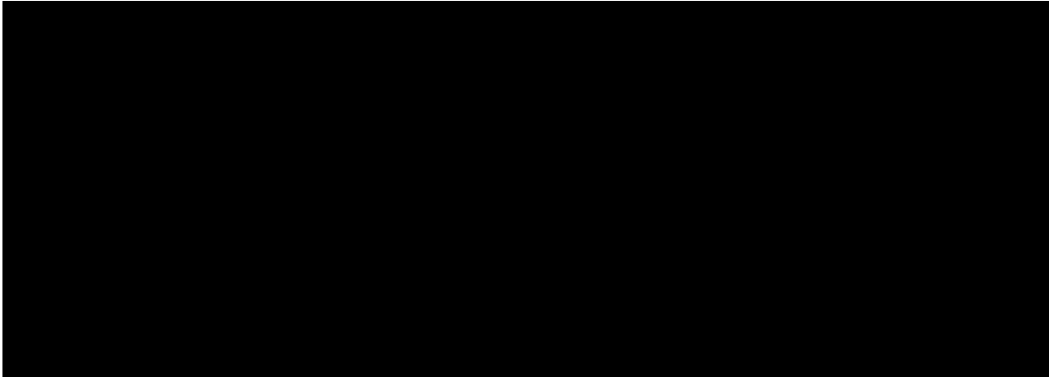
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3. Retirement:

a. There has been a noticeable increase in calls on retirement matters, annuity estimates and related matters recently.

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4. Position Management:

a. The initial draft of the Counter Intelligence Staff survey report has been completed.

b. A meeting has been held with the Chief, Support, Soviet Bloc Division and the Chief of Personnel to discuss survey procedures and establish a tentative timetable for the survey.

c. Auditing of the Technical Services Division Headquarters positions was initiated last week and discussions were held with the Chiefs of the major components of TSD.

5. Bloodmobile: On 6 March, 220 pints of blood were donated by Agency employees. This is the highest number so far this Fiscal Year. The previous high was 202.

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6. Religious Services: Ash Wednesday services were held in the auditorium on 7 March. Catholic Mass was attended by 463 individuals and 175 attended the Protestant Service.

/s/Harry B. Fisher

Harry B. Fisher
Director of Personnel

Distribution:

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